



Schlage Rekeying for F-Series One-Piece Knobs with Compressible Cylinder

Before you can begin repinning, you must first disassemble the lock

1 Lock Dis-Assembly & Cylinder Removal



Insert key into cylinder plug, rotate 90°



Depress knob catch using tab on key gauge and pull knob off of knob catch



Continue to pull knob off spindle completely



Rotate key back 90° to original position and remove key



YES
To remove the cylinder, first ensure that the keyway on the plug is facing upright. Next, allow the tail end of the cylinder to drop down slightly so that the top of the face of the cylinder sits in at an angle. The cylinder should not fall completely into the body of the knob (like picture F, not like picture F)



NO



Carefully push the cylinder out of the back of the knob by applying pressure to the top of the cylinder plug face



The cylinder will automatically compress and exit the rear of the knob - through the shank of the knob

Caution: To remove the cylinder through the rear of the knob, you will not need to use more than 5 pounds of force (or the amount of force required to push an elevator button). If you require more force, the cylinder is not aligned correctly for removal. Please refer to steps E and F for correct alignment.

2 Cylinder Repinning

Schlage's compressible cylinders can be rekeyed using one of two methods (detailed on back page)

Method 1: (recommended) The new compressible cylinders can be rekeyed in the exact same manner the F-Series cylinders have been rekeyed for decades. To rekey, simply remove the C-Clip from the back of the plug and use the plug follower to remove the plug from the body. The plug follower is also used to hold the top pins and springs in the body. The bottom pins in the plug can then be replaced - and the plug reinserted into the body. Finally, reattach the C-Clip onto the back of the plug.

Method 2: The new compressible cylinders can be rekeyed from the top of the cylinder by removing the stainless steel cap - and dumping the bottom pins, top T-Pins, and top springs from the cylinder. To rekey, simply insert new bottom pins into the holes on the top of the cylinder and then re-insert the top T-pins and springs on top of the bottom pins. Finally, attach a NEW stainless steel cap to the top of the cylinder body by aligning the holes in the top cap with the holes in the springs. Each spring should encircle each hole on the cap.

3 Cylinder Repinning - Method 1 (same as traditional F-Series)



Using U-Shaped portion of key gauge, press forward to remove C-Clip cylinder retaining ring



Insert & rotate the key 90° and insert the end of the plug follower into the rear of the cylinder housing - pushing the plug out the front of the housing. Keep the plug follower in the body to keep the top pins and springs from blowing. Dump the bottom pins from the plug



Load new bottom pins into the plug that correspond to the new key combination



Re-insert the plug back into the housing and push the plug follower back out. Finally, re-insert the C-Clip cylinder retaining ring onto the back of the plug

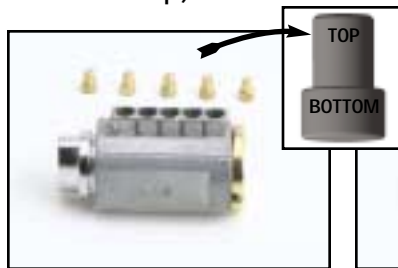
4 Cylinder Repinning - Method 2 (repinning from the top)



Using a screwdriver - or other small edge - carefully pry off the steel cap from the top of the cylinder



Dump contents from the top of the cylinder (springs, top pins and bottom pins)



Align the holes in the plug with the holes in the housing. Load new bottom pins and re-load the top T-Pins (see inset for correct insertion direction). Re-load the springs over the top of the thin part of the top T-Pins



Attach a **NEW** steel cap onto the top of the housing - aligning each spring with the hole in the cap. The teeth of the cap should also align with the grooves on the housing

5 Lock Re-Assembly



Compress the cap and re-insert the cylinder into the shank of the knob (plug face first) - aligning the cap with the slot in the sleeve inside the knob. With the cap aligned with the slot, push the cylinder the rest of the way into the knob



Insert key into cylinder plug, rotate 90°. Line up slot on the shank of the knob with catch on spindle and slide knob onto spindle



If necessary, depress knob catch and slide knob on until the catch pops into the slot on knob. Rotate key 90° and remove key

